



NORTHEAST HOMELAND SECURITY REGIONAL ADVISORY COUNCIL

Interoperability Committee Meeting

Minutes

April 9, 2024

9:30 am

Remote Video Conference Call

[Zoom Link](#)

Meeting ID: 844 0231 0763

Passcode: 067343

Dial In: 646 876 9923

- **Call to Order**
 - Chair C. Ryan called the meeting to order at 9:34am.
- **Approval of Minutes**
 - March 12, 2024 Meeting Minutes

MOTION put forth by R. Patterson.

- Approve the March 12, 2024 Meeting Minutes.
- Seconded by A. Chadis.
 - In favor: A. Chadis, M. Collins, J. Griffin, S. Morrison, R. Patterson, D. Spinosa, J. Targ.
 - Opposed: None.
 - Abstain: D. Frizzell, M. Kass.
- The motion passed.
- **Budget Updates**
 - Copies of the FFY20-FFY23 budgets were provided in the meeting packet.
 - FFY20 – Grant End Date: June 30, 2024 – MAPC will close out shortly.
 - MAPC is requesting an extension from EOPSS until June 30, 2025 for:
 - FFY21 – Current Grant End Date: June 30, 2024
 - FFY22 – Current Grant End Date: July 31, 2024
 - FFY23 – Grant End Date: July 31, 2025
 - FFY24 – The Council put together a preliminary budget at their March meeting, including full A-List funding for the Interoperability projects suggested by the Committee. NERAC/MAPC have not received final guidance from EOPSS on total award amount or minimum spend requirements/categories, but the Council will review and finalize the budget as needed once we do.
- **Project Updates**
 - *ECFCA UHF Receivers*
 - T. Dechene, C. Ryan, L. Sacks met to discuss this project.
 - T. Dechene will send revisions to the drafted specs, and L. Sacks will add in references to the diagrams TXRX provided. MAPC will conduct a State Contract RFQ, soliciting quotes from 3 TXRX re-sellers on contract.
 - *ECFCA Wide Area Network VHF Console Radios*

- T. Dechene, C. Ryan, L. Sacks met to discuss this project.
- Beverly has provided all info for their EHP, and Rockport sent some.
- C. Ryan/T. Dechene will be going to Rockport and can send the necessary pictures.
- An additional license may need to be added into the scope of work.
- MAPC will look at a State Contract procurement or potentially procuring equipment for both sites and only installation for Beverly, since Rockport has some preferences for which vendors work on their equipment.
- *Field Comm Units 20 & 60 Upgrades*
 - The equipment was procured, so now MAPC will procure installation.
 - L. Sacks sent a drafted scope of work with a few questions to D. Spinosa, and MAPC will get that RFQ out shortly.
- *FD-6 MW Groton to Westford*
 - This IFB was due last week, and a bid was received from Cyber Comm for \$123,975.90, which is within budget.
 - J. Targ and M. Svatek approved the bid, so MAPC is having the contract signed to issue the PO.
- *GBPC Microwave Routers and Switches*
 - The first round of procurement cost \$37,470 and purchased equipment for 6 sites: NSRECC, Danvers Monopole, Andover Public Safety, Holt Hill Andover, Robbins Hill Chelmsford, Baldpate Hill Georgetown.
 - There is \$56,530.00 in funding remaining (\$10,530 remaining in FFY21 B.09 and \$46,000 in FFY22 H.03), and planned to purchase additional equipment for 6 more sites: Tewksbury, Tyngsboro, Wood Hill, Beverly Fire, Lawrence General Hospital, Westford Fire
 - T. Dechene noted that with current technology it would be best to purchase Cisco Catalyst 9300Ls for the new sites. The newer generation of switches does routing at a higher level so additional routers aren't needed.
 - The estimated unit price is ~\$5,500, which is less expensive than the \$6,245 we spent per each of the first 6 sites, so there may be funding for around 10 additional sites instead of 6.
 - Suggested additional sites are being finalized.

MOTION put forth by R. Patterson.

- Expand the GBPC Microwave Routers and Switches to as many sites as possible within the allocated funding.
- Seconded by D. Frizzell.
 - In favor: A. Chadis, M. Collins, T. Dechene, D. Frizzell, J. Griffin, M. Kass, S. Morrison, R. Patterson, D. Spinosa, J. Targ.
 - Opposed: None.
 - Abstain: None.
- The motion passed.
- *Littleton All-Band Console Upgrade*
 - MAPC is still working with Cyber Comm to get the correct prevailing wage documentation. They had not paid the correct rates, so we needed documentation showing restitution, which they submitted but dated wrong, so we are working with them to fix that and then we can pay.
- *Metrofire North District Radio Common Platform*

- MAPC is working on the approval documents for this, and have been in touch with Dave for more details because there are some sites that are technically in UASI, not NERAC.
 - D. Frizzell provided details on the sites in Revere, Cambridge, and Massport, why those locations are optimal, and which NERAC communities they will provide coverage to, which will all be included in the PJ and ICIP.
 - Once we have a list of which equipment is needed for each site, MAPC can finalize and submit the PJ/ICIP for approval.
 - *NERAC Radio Programming Initiative*
 - The call for COMLs/COMTs has so far been advertised through the NERAC newsletter, website, social media, and emailed to all police/fire chiefs in the region.
 - MAPC followed up with the COMLs/COMTs who previously expressed interest and shared the new info sheet and contract documents.
 - A. Chadis had expressed interest as well – as a Committee member, clearance would be needed from the State Ethics Commission that it wouldn't be a conflict of interest.
 - The Info sheet was included in the meeting packet and also on the NERAC website – please feel free to share and let us know if anyone else is interested!
- **School Radio Best Practices**
 - S. Morrison and R. Patterson updated the draft flyer on considerations for School Radio Best Practices, on the last page of the meeting packet.
 - The Committee discussed minor edits and the intended scope of the document(s).
 - There will be a one-pager with basic information for consideration (the current drafted document) as well as a companion document for deeper programming considerations.
 - When the documents are finalized, NERAC will share them with the SWIC for review by their best practices subcommittee, and then can be disseminated statewide.
- **State Interoperability Executive Committee (SIEC) Updates**
 - SWIC R. Fiske and D. Spinosa provided an update:
 - Western MA and UASI projects were approved
 - Planning for the Boston Marathon is on track.
 - Major upcoming events were discussed, such as the 250th Anniversary Concord/Lexington events and the World Cup.
 - The SIEC discussed radio system network connections, in relation to a P25 trunk radio system in another part of the country that was hacked and had wide-spread, long-term effect. The need for cybersecurity for networks away from the internet, such as radios, was discussed.
 - The COMMEX will be occurring on May 1st for COMLs/COMTs to get taskbook signoff.
- **Schedule for May Meeting**
 - NERAC's Program Managers L. Sacks and R. Volinski will both be taking an Homeland Security Exercise and Evaluation Program course which conflicts with the typical 2nd Tuesday meeting schedule.

- The Committee discussed alternate meeting options and decided to cancel the May meeting, unless an Ad Hoc meeting is required to address FFY24 planning items before the deadline.
- **New Business Unforeseen by the Chair**
 - R. Fiske highlighted the importance of ensuring quorum is reached at SIEC meetings and that regions should have a primary or backup interoperability representative present at all meetings.
 - If stakeholders have a large gap in your public safety broadband coverage, they should contact R. Fiske.

MOTION put forth by D. Frizzell.

- Adjourn the meeting.
- Seconded by R. Patterson.
 - In favor: A. Chadis, M. Collins, T. Dechene, D. Frizzell, J. Griffin, M. Kass, S. Morrison, R. Patterson, D. Spinosa, J. Targ.
 - Opposed: None.
 - Abstain: None.
- The motion passed.

*** Next Meeting: June 11, 2024 ***

ATTENDEES-COMMITTEE MEMBERS

Alex Chadis: Newton Fire Department
 Mike Collins: Beverly Public Services & Engineering*
 Tyler Dechene: Middleton Fire Department
 Dave Frizzell: Metrofire
 Joe Griffin: Greater Boston Police Council
 Mike Kass: Northeast Regional Ambulance Service
 Scott Morrison: Tri-Town School Union*
 Chief Rich Patterson: Dracut Fire Department
 Chris Ryan: North Shore Regional 911 Center*
 Dave Spinosa: Essex County Sheriff's Department*
 Chief Joe Targ: Westford Fire Department

ATTENDEES-OTHER

Richard Fiske: EOPSS / SWIC
 Sarah Malloy: EOPSS / OGR
 Graham Rowe: North Andover Fire Department
 Lauren Sacks: Metropolitan Area Planning Council

ABSENT

Stephanie Brown: Beverly Public Safety Dispatch
 Chief Michael Mansfield: Andover Fire Rescue

The following documents were used/referenced during the meeting:

- April 2024 Meeting Agenda

- March 2023 Meeting Minutes
- FFY20, FFY21, FFY22, and FFY23 Budget Updates
- NERAC Radio Communications Initiative – Info for COML-COMT Departments
- School Radio Best Practices Draft